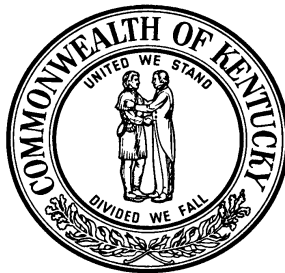


**REPORT OF THE AUDIT OF THE
FORMER GRAYSON COUNTY
CLERK**

**For The Year Ended
December 31, 2010**



**CRIT LUALLEN
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EXECUTIVE SUMMARY

AUDIT EXAMINATION OF THE FORMER GRAYSON COUNTY CLERK

**For The Year Ended
December 31, 2010**

The Auditor of Public Accounts has completed the former Grayson County Clerk's audit for the year ended December 31, 2010. Based upon the audit work performed, the financial statement presents fairly in all material respects, the revenues, expenditures, and excess fees in conformity with the regulatory basis of accounting.

Financial Condition:

Excess fees decreased by \$10,107 from the prior year, resulting in excess fees of \$215,669 as of December 31, 2010. Revenues increased by \$206,657 from the prior year and expenditures increased by \$216,764.

Report Comment:

2010-01 The Former County Clerk Should Have Required The Depository Institution To Pledge Or Provide Sufficient Collateral And Should Have Entered Into A Written Agreement To Protect Deposits Before Deposits Exceeded FDIC Coverage

Deposits:

The County Clerk's deposits as of October 6, 2010, were exposed to custodial credit risk as follows:

- Uncollateralized and Uninsured \$15,533

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CRIT LUALLEN
AUDITOR OF PUBLIC ACCOUNTS

The Honorable Gary Logsdon, Grayson County Judge/Executive
The Honorable Carletta Farris, Former Grayson County Clerk
Members of the Grayson County Fiscal Court

Independent Auditor's Report

We have audited the accompanying statement of revenues, expenditures, and excess fees - regulatory basis of the former County Clerk of Grayson County, Kentucky, for the year ended December 31, 2010. This financial statement is the responsibility of the County Clerk. Our responsibility is to express an opinion on this financial statement based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, and the Audit Guide for County Fee Officials issued by the Auditor of Public Accounts, Commonwealth of Kentucky. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, the County Clerk's office prepares the financial statement on a regulatory basis of accounting that demonstrates compliance with the laws of Kentucky, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

In our opinion, the financial statement referred to above presents fairly, in all material respects, the revenues, expenditures, and excess fees of the former County Clerk for the year ended December 31, 2010, in conformity with the regulatory basis of accounting described in Note 1.

In accordance with Government Auditing Standards, we have also issued our report dated May 4, 2011 on our consideration of the former Grayson County Clerk's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of our audit.



The Honorable Gary Logsdon, Grayson County Judge/Executive
The Honorable Carletta Farris, Former Grayson County Clerk
Members of the Grayson County Fiscal Court

Based on the results of our audit, we have presented the accompanying comment and recommendation, included herein, which discusses the following report comment:

2010-01 The Former County Clerk Should Have Required The Depository Institution To Pledge Or Provide Sufficient Collateral And Should Have Entered Into A Written Agreement To Protect Deposits Before Deposits Exceeded FDIC Coverage

This report is intended solely for the information and use of the County Clerk and Fiscal Court of Grayson County, Kentucky, and the Commonwealth of Kentucky and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Crit Luallen", with a long horizontal flourish extending to the right.

Crit Luallen
Auditor of Public Accounts

May 4, 2011

GRAYSON COUNTY
 CARLETTA FARRIS, FORMER COUNTY CLERK
STATEMENT OF REVENUES, EXPENDITURES, AND EXCESS FEES - REGULATORY BASIS

For The Year Ended December 31, 2010

Revenues

Libraries and Archives Grants	\$	59,733
State Fees For Services		10,858
Fiscal Court		9,981

Licenses and Taxes:

Motor Vehicle-

Licenses and Transfers	\$	947,199
Usage Tax		1,240,594
Tangible Personal Property Tax		1,612,649

Other-

Fish and Game Licenses	5,235	
Marriage Licenses	8,698	
Occupational Licenses	87	
Affordable Housing Trust	34,044	
Deed Transfer Tax	55,574	
Delinquent Tax	341,322	4,245,402

Fees Collected for Services:

Recordings-

Deeds, Easements, and Contracts	19,091	
Real Estate Mortgages	36,936	
Chattel Mortgages and Financing Statements	66,147	
Powers of Attorney	2,971	
All Other Recordings	33,036	

Charges for Other Services-

Candidate Filing Fees	2,210	
Copywork	8,203	
Sheriff Inspections	345	
Postage	2,919	
Tax Sale Registration	1,255	173,113

Other:

Refunds	2,838	
Miscellaneous	1,712	4,550

The accompanying notes are an integral part of this financial statement.

GRAYSON COUNTY
 CARLETTA FARRIS, FORMER COUNTY CLERK
 STATEMENT OF REVENUES, EXPENDITURES, AND EXCESS FEES - REGULATORY BASIS
 For The Year Ended December 31, 2010
 (Continued)

Revenues (Continued)

Interest Earned	\$ 903
Total Revenues	4,504,540

Expenditures

Payments to State:

Motor Vehicle-

Licenses and Transfers	\$ 660,073
Usage Tax	1,203,331
Tangible Personal Property Tax	647,377

Licenses, Taxes, and Fees-

Fish and Game Licenses	5,058
Delinquent Tax	48,731
Legal Process Tax	25,874
Affordable Housing Trust	34,038
	\$ 2,624,482

Payments to Fiscal Court:

Tangible Personal Property Tax	99,776
Delinquent Tax	22,262
Deed Transfer Tax	52,795
Occupational Licenses	71
	174,904

Payments to Other Districts:

Tangible Personal Property Tax	783,785
Delinquent Tax	166,882
	950,667

Payments to Sheriff 25,204

Payments to County Attorney 45,062

Operating Expenditures:

Personnel Services-	
Deputies' Salaries	248,089
Contracted Services-	
Advertising	76

The accompanying notes are an integral part of this financial statement.

GRAYSON COUNTY
 CARLETTA FARRIS, FORMER COUNTY CLERK
 STATEMENT OF REVENUES, EXPENDITURES, AND EXCESS FEES - REGULATORY BASIS
 For The Year Ended December 31, 2010
 (Continued)

Expenditures (Continued)

Operating Expenditures (Continued):

Materials and Supplies-		
Office Supplies	\$ 45,417	
Other Charges-		
Telephone	3,851	
Conventions and Travel	4,080	
Postage	7,269	
Preparing Tax Bills	6,423	
Libraries and Archives Grants	59,733	
Refunds	3,102	
Bad Debt Expense	77	
Miscellaneous	1,671	\$ 379,788
Total Expenditures		<u>\$ 4,200,107</u>
Net Revenues		304,433
Less: Statutory Maximum	81,540	
Expense Allowance	3,600	
Training Incentive Benefit	3,624	88,764
Excess Fees Due County for 2010		215,669
Payments to Fiscal Court - November 22, 2010	100,000	
- February 11, 2011	115,669	215,669
Balance Due Fiscal Court at Completion of Audit		<u><u>\$ 0</u></u>

The accompanying notes are an integral part of this financial statement.

GRAYSON COUNTY
NOTES TO FINANCIAL STATEMENT

December 31, 2010

Note 1. Summary of Significant Accounting Policies

A. Fund Accounting

A fee official uses a fund to report on the results of operations. A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

A fee official uses a fund for fees to account for activities for which the government desires periodic determination of the excess of revenues over expenditures to facilitate management control, accountability, and compliance with laws.

B. Basis of Accounting

KRS 64.820 directs the fiscal court to collect any amount, including excess fees, due from the County Clerk as determined by the audit. KRS 64.152 requires the County Clerk to settle excess fees with the fiscal court by March 15 each year.

The financial statement has been prepared on a regulatory basis of accounting, which demonstrates compliance with the laws of Kentucky and is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Under this regulatory basis of accounting, revenues and expenditures are generally recognized when cash is received or disbursed with the exception of accrual of the following items (not all-inclusive), at December 31 that may be included in the excess fees calculation:

- Interest receivable
- Collection on accounts due from others for 2010 services
- Reimbursements for 2010 activities
- Payments due other governmental entities for December tax and fee collections and payroll
- Payments due vendors for goods or services provided in 2010

The measurement focus of a fee official is upon excess fees. Remittance of excess fees is due to the County Treasurer in the subsequent year.

C. Cash and Investments

At the direction of the fiscal court, KRS 66.480 authorizes the County Clerk's office to invest in the following, including but not limited to, obligations of the United States and of its agencies and instrumentalities, obligations and contracts for future delivery or purchase of obligations backed by the full faith and credit of the United States, obligations of any corporation of the United States government, bonds or certificates of indebtedness of this state, and certificates of deposit issued by or other interest-bearing accounts of any bank or savings and loan institution which are insured by the Federal Deposit Insurance Corporation (FDIC) or which are collateralized, to the extent uninsured, by any obligation permitted by KRS 41.240(4).

GRAYSON COUNTY
 NOTES TO FINANCIAL STATEMENT
 December 31, 2010
 (Continued)

Note 2. Employee Retirement System

The county official and employees have elected to participate in the County Employees Retirement System (CERS), pursuant to KRS 78.530 administered by the Board of Trustees of the Kentucky Retirement Systems. This is a cost sharing, multiple employer defined benefit pension plan, which covers all eligible full-time employees and provides for retirement, disability and death benefits to plan members. Benefit contributions and provisions are established by statute.

Nonhazardous covered employees are required to contribute 5 percent of their salary to the plan. Nonhazardous covered employees who begin participation on or after September 1, 2008 are required to contribute 6 percent of their salary to the plan. The county's contribution rate for nonhazardous employees was 16.16 percent for the first six months and 16.93 percent for the last six months.

Benefits fully vest on reaching five years of service for nonhazardous employees. Aspects of benefits for nonhazardous employees include retirement after 27 years of service or age 65. Nonhazardous employees who begin participation on or after September 1, 2008 must meet the rule of 87 (members age plus years of service credit must equal 87, and the member must be a minimum of 57 years of age) or the member is age 65, with a minimum of 60 months service credit.

Historical trend information showing the CERS' progress in accumulating sufficient assets to pay benefits when due is presented in the Kentucky Retirement Systems' annual financial report. This report may be obtained by writing the Kentucky Retirement Systems, 1260 Louisville Road, Frankfort, KY 40601-6124, or by telephone at (502) 564-4646.

Note 3. Deposits

The former Grayson County Clerk maintained deposits of public funds with depository institutions insured by the Federal Deposit Insurance Corporation (FDIC) as required by KRS 66.480(1) (d). According to KRS 41.240(4), the depository institution should pledge or provide sufficient collateral which, together with FDIC insurance, equals or exceeds the amount of public funds on deposit at all times. In order to be valid against the FDIC in the event of failure or insolvency of the depository institution, this pledge or provision of collateral should be evidenced by an agreement between the County Clerk and the depository institution, signed by both parties, that is (a) in writing, (b) approved by the board of directors of the depository institution or its loan committee, which approval must be reflected in the minutes of the board or committee, and (c) an official record of the depository institution. These requirements were not met, as the County Clerk did not have a written agreement with the bank.

Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a depository institution failure, the County Clerk's deposits may not be returned. The former Clerk did not have a deposit policy for custodial credit risk but rather follows the requirements of KRS 41.240(4). On October 6, 2010, the former County Clerk's bank balance was exposed to custodial credit risk as follows:

- Uncollateralized and Uninsured \$15,533

GRAYSON COUNTY
NOTES TO THE FINANCIAL STATEMENTS
December 31, 2010
(Continued)

Note 4. Grants

The former Grayson County Clerk received a local records grant from the Kentucky Department for Libraries and Archives in the amount of \$4,613 for canvas covers and a plat cabinet. Funds totaling \$4,613 were expended during the year. The unexpended grant balance was \$0 as of December 31, 2010.

The former Grayson County Clerk received a local records microfilming grant from the Kentucky Department for Libraries and Archives in the amount of \$55,120. Funds totaling \$55,120 were expended during the year. The unexpended grant balance was \$0 as of December 31, 2010.

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND
ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL
STATEMENT PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS



CRIT LUALLEN
AUDITOR OF PUBLIC ACCOUNTS

The Honorable Gary Logsdon, Grayson County Judge/Executive
The Honorable Carletta Farris, Former Grayson County Clerk
Members of the Grayson County Fiscal Court

Report On Internal Control Over Financial Reporting And
On Compliance And Other Matters Based On An Audit Of The Financial
Statement Performed In Accordance With Government Auditing Standards

We have audited the statement of revenues, expenditures, and excess fees - regulatory basis of the former Grayson County Clerk for the year ended December 31, 2010, and have issued our report thereon dated May 4, 2011. The former County Clerk's financial statement is prepared in accordance with a basis of accounting other than generally accepted accounting principles. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the former Grayson County Clerk's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the County Clerk's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the County Clerk's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.



Report On Internal Control Over Financial Reporting And
On Compliance And Other Matters Based On An Audit Of The Financial
Statement Performed In Accordance With Government Auditing Standards
(Continued)

Compliance And Other Matters

As part of obtaining reasonable assurance about whether the former Grayson County Clerk's financial statement for the year ended December 31, 2010, is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance or other matter that is required to be reported under Government Auditing Standards and which is described in the accompanying comment and recommendation as item 2010-01.

This report is intended solely for the information and use of management, the Grayson County Fiscal Court, and the Department for Local Government and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Crit Luallen".

Crit Luallen
Auditor of Public Accounts

May 4, 2011

COMMENT AND RECOMMENDATION

GRAYSON COUNTY
CARLETTA FARRIS, FORMER COUNTY CLERK
COMMENT AND RECOMMENDATION

For The Year Ended December 31, 2010

STATE LAWS AND REGULATIONS:

2010-01 The Former County Clerk Should Have Required The Depository Institution To Pledge Or Provide Sufficient Collateral And Should Have Entered Into A Written Agreement To Protect Deposits Before Deposits Exceeded FDIC Coverage

On October 6, 2010, \$15,533 of the former County Clerk's deposits of public funds were uninsured and unsecured. According to KRS 66.480(1) (d) and KRS 41.240(4), financial institutions maintaining deposits of public funds are required to pledge securities or provide surety bonds as collateral to secure these deposits if the amounts on deposit exceed the \$250,000 amount of insurance coverage provided by the Federal Deposit Insurance Corporation (FDIC). The former County Clerk should have required the depository institution to pledge or provide collateral in an amount sufficient to secure deposits of public funds at all times. The former County Clerk entered into a written agreement with the depository institution to secure the County Clerk's interest in the collateral pledged or provided by the depository institution on October 20, 2010. This agreement should have been in place before deposits exceeded FDIC coverage.

County Clerk's Response: No response.

